

LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
BUSINESS MEETING MINUTES
October 16, 2013

CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:45am

ROLL CALL

The following Board members were present:

Brett Bennett
Gregory Bradley
Luke Bujenovic, MD
Elizabeth Frizzell
Susan Hammonds-Guarisco

The following Board members were absent with prior excuse:

Edward Bluth, MD
Abbie Kemper-Martin, MD
Dawn Matte
Jack LaTour, Jr

Also present were:

Kenneth Jones, Executive Director
Katherine Muslow, Counsel

MINUTES

Minutes of July 17, 2013 had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of July 17, 2013 by B.Bennett

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 5, Nays = 0 Motion passed unanimously

FINANCIAL REPORT

Financial Review Committee Report

Chairman reported that the committee has had no issues with the monthly financials sent by the Executive Director.

Financial Report by Executive Director

Executive Director discussed the following reports:

- Fiscal Year Comparison: July 1, 2013 to September 30, 2013.
- Fiscal Year Comparison to Budget; July 1, 2013 to September 30, 2013.
Board requested Executive Director to update budget on website to reflect increase in Board share health insurance costs.
- Calendar Year Comparison: January 1 to September 30, 2013.
- End of Fiscal Year Equity/Assets and Liabilities.

Fiscal year-end report, June 30, 2013, Compilation Report by Hienz & Macaluso, Certified Public Accountants, was distributed and reviewed.

Executive Director updated Board on changes in Board held certificate of deposits. Chase Bank CD's were closed and funds deposited in established Capital One account.

CHAIRMAN'S REPORT

- Executive Director has been closing complaint codes.

LICENSURE

Executive Director reported on;

- Current licensing statistics as of October 1, 2013.
- 2013 License Renewals
On September 30, 3323 out of 3647, or 91% of renewals have been completed as compared to 93% last year.

BUSINESS ADMINISTRATION

Continuing Education Committee Report

The Chairman mentioned that the LSRT Mid-Winter Conference will be held in Monroe, LA, March 21 & 22, 2014.
The LSRT Annual Conference will be held in New Orleans, LA, July 10-12, 2014.

Board Operations

Executive Director reported:

- Board spent \$692.23 to replace licensing assistant's 11 year old computer.
- Louisiana Attorney General's office issued subpoena for Board files.
- Board share health insurance will increase by \$775 per month January 1, 2014. Annual cost now \$14,112.
- Fire Marshall conducted inspection, no deficiencies found.

Staff Vacation/Sick Leave Report

M.Scott and K.Jones accrued and used vacation and sick time was reviewed.

Board member attendance was reviewed

- Poor attendance critically impacts Board voting and moving forward. Counsel and Executive Director will research other Boards, with consideration in adding minimum expectations to our Statute.
- Executive Director will develop a survey requesting Board member input.

OLD BUSINESS

Law Revisions/Rules and Regulation Revisions

- The Board reviewed and made changes to the Law and Rules to introduce in next year legislation session. Executive Director will revise to reflect changes and email to all Board members for review prior to next meeting.
- K.Muslow reported that the 2014 Legislation Session opens March 10. Deadline to pre-file is February 28.

Department of Health and Hospital's response to Board reporting was discussed.

- Any person who has knowledge that a state law, minimum standard, rule, regulation, plan of correction promulgated by the department, or any federal certification rule pertaining to a health care provider has been violated, or who otherwise has knowledge that a consumer has not been receiving care and treatment to which he is entitled under state or federal laws, may submit a report regarding such matter to the department.
- If the report involves an alleged violation by an individual of laws governing professional licensure or rules and regulations promulgated pursuant to a professional practice act, the department shall refer the report to the appropriate professional licensing board.

Board Appointments/Reappointments by Governor Update

- C.Sutton and L.Walker Board position appointments remain vacant. Governor appoints positions.

NEW BUSINESS

Chairman and Executive Director updated the Board on a meeting with the BME discussing licensure for private radiologic technologists, radiologist assistants, and ultrasound technologists. After discussion, the Board decided not to pursue licensure for private radiologic technologists or ultrasound technologists. The Louisiana Medical Radiation Health and Safety Act was developed to safeguard life and health by preventing excessive and improper exposure to ionizing radiation to staff and patients. The Board felt limiting the level of education and certification would reduce the original intent of this Act; furthermore, ultrasound licensing is not part of this Board.

The Board will pursue licensure for the Radiologist Assistant and consider statute exemptions to various duties. Executive Director will draft a response to the BME after Board review and approval.

Board discussed and approved banking signing authority

MOTION to approve Chairman and Executive Director to have Board signing authority by E.Frizzell

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 5, Nays = 0 Motion passed unanimously

FUTURE MEETING DATES

- January 15, 2014
- April 16, 2014
- July 16, 2014
- October 15, 2014

MOTION made to move into Executive Session and close Business Session by B.Bennett

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 5, Nays = 0 Motion passed unanimously

Chair requested a **MOTION** to move out of Executive Session and return to Business Session

MOTION made by E.Frizzell

SECOND by L. Bujenovic

ACTION: by Voice Vote: Ayes = 5, Nays = 0 Motion passed unanimously

ADJOURN

Chair requested a **MOTION** to adjourn meeting

MOTION made by L. Bujenovic

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 5, Nays = 0 Motion passed unanimously, meeting ended at 2:30pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones, MEd,RT(R)
Executive Director